

# PHA Plans

\*5-Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2002

**\*5 YEAR PLAN - NEW VERSION WITH MODIFICATIONS**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name: Jackson Housing Authority**

**PHA Number: MS103**

**PHA Fiscal Year Beginning: 07/2002**

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)**

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)



**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**

[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

**It is the mission of the Housing Authority of the City of Jackson, Mississippi to be the leader in our community in providing quality and affordable housing, while maintaining a safe environment, supported by programs and services to encourage economic improvement, personal empowerment and home ownership.**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☒ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies: **Maintain a vacancy rate of 3% or less**
- ☒ Leverage private or other public funds to create additional housing opportunities:
- Develop program to analyze area work market trends and create 100 housing units according to these trends by June 2003.**
- ☒ Acquire or build units or developments:

**Increase housing inventory according to area needs, which includes increasing JHA associated housing stock by June 2003.**

☐

Other (list below)

☒

PHA Goal: Improve the quality of assisted housing

Objectives:

☒

Improve public housing management: (PHAS score) **86**

**By December 31, 2002, establish a qualified management team that understands housing property management and how to deliver a quality product to the customers in a cost effective manner allowing the team to perform at an exceptional level.**

☐

Improve voucher management: (SEMAP score)

☒

Increase customer satisfaction:

**To deliver a quality product to the citizens of Jackson and have it acknowledged as such by the citizens**

☒

Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)

**By June 30, 2003 put in place internal financial control systems that allow management to evaluate every aspect of property management and link these systems to staff performance and other quantifiable targets.**

☒

Renovate or modernize public housing units:

**By June 2003, modernize Golden Key apartments and Willow Grove apartments to market acceptable levels.**

☒

Demolish or dispose of obsolete public housing: **By June 30, 2003, 182 units are proposed to be demolished at White Rock Apartments.**

☒

Provide replacement public housing:

**Propose replacement housing as determined by the disposition of the White Rock Apartments**

☐

Provide replacement vouchers:

☐

Other: (list below)

- ☒ PHA Goal: Increase assisted housing choices
- Objectives:
- ☐ Provide voucher mobility counseling:
  - ☐ Conduct outreach efforts to potential voucher landlords
  - ☐ Increase voucher payment standards
  - ☐ Implement voucher homeownership program:
  - ☒ Implement public housing or other homeownership programs: **Ongoing homeownership program that was implemented in FY2000. The proceeds of sales will be used to create new homeownership opportunities.**
  - ☐ Implement public housing site-based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☒ Other: (list below)  
**Utilizing its bonding capacity, JHA will continue to provide conduit funding or partner in funding for new housing development.**

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment
- Objectives:
- ☒ Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments:  
**By June 30, 2003 JHA will make available 25 properties to provide for mixed income families.**
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☒ Implement public housing security improvements:  
**Continue a law enforcement presence and private security presence by utilizing PHDEP funding at White Rock, Willow Grove, and Golden Key. JHA will implement a comprehensive security system using passive surveillance, in addition to working with and utilizing the local law enforcement and a private security firm**
  - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☐ Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
- ☒ Increase the number and percentage of employed persons in assisted families:

**JHA will endeavor to expand its outreach in to the business community by working with its vendors to employ and utilize residents in their businesses when hiring opportunities become available, with a specific focus on vendors and contractors doing business with JHA.**

- ☒ Provide or attract supportive services to improve assistance recipients' employability:

**Establish links with local institutions of higher education and other entities that promote upward mobility to the community through broad base skills training and through these links make available supportive services to improve assistance recipients employment.**

- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.

**Identify community resources serving the elderly and families with disabilities and expand existing community resource directory and through these resources, make available supportive services to increase independence for the elderly or families with disabilities.**

- ☐ Other: (list below)

#### **HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:  
**Continue to monitor JHA's implementation of fair housing provisions monthly. By FY 2003, JHA will designate staff to monitor.**
  - ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:  
**Continue to investigate and resolve complaints completely and expeditiously monthly.**

- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:  
**Continue utilizing the best in design to ensure accessibility and comply with the provision of 504. JHA will make sure any aspect Of modernization work will incorporate provisions of 504 as part of minimum design guidelines.**
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**



# Annual PHA Plan PHA Fiscal Year 2002

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

### **Streamlined Plan:**

- ☐ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**This annual plan outlines the direction the Housing Authority plans to take in meeting statutory requirements, meeting customer demands and how we plan to position the Authority to meet the future needs of the housing market. This fiscal year will bring about many changes to the Authority, Residents, and the Community we serve. Our plan has a special focus on the age of our housing stock and the issues associated with aging properties. Additionally, the plan focuses in on family upward mobility by providing opportunities and support for those families who are ready to take the next step in community living – home ownership. The plan includes provisions for giving preference to working families, increasing minimum rents and addressing those families who experiences hardships.**

## **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

### **Table of Contents**

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HUD 50075  
OMB Approval No: 2577-0226  
Expires: 03/31/2002

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Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

**Required Attachments:**

- ☒ Admissions Policy for De-concentration
- ☒ FY 2002 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- ☒ PHA Management Organizational Chart
- ☒ FY 2002 Capital Fund Program 5 Year Action Plan
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)

Statement of Progress

Pet Policy  
 Voluntary Conversion Assessment  
 FY 2000 Capital Fund Program & Evaluation  
 FY 2001 Capital Fund Program & Evaluation  
 Resident Advisory Board Members

Organizational Chart  
 De-concentration Policy

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required de-concentration and	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ability</b>	<b>Size</b>	<b>Locati on</b>
Income <= 30% of AMI	8,568	5	5	5	2	4	5
Income >30% but <=50% of AMI	4,659	4	5	5	2	4	5
Income >50% but <80% of AMI	5,976	2	3	2	2	3	3
Elderly	3,425	5	4	5	4	5	5
Families with Disabilities	382	5	5	5	5	5	5

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ability	Size	Locati on
Race/Ethnicity	11,512	4	5	5	3	5	5
Race/Ethnicity	17,176	5	5	5	3	5	5
Race/Ethnicity	128	4	4	4	2	4	5
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: **City of Jackson, Mississippi 2000**
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)  
**Comprehensive Housing Affordability Strategy (CHAS) City of Jackson, Mississippi, 1994-1998.**

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	219		150
Extremely low income	184	84%	

Housing Needs of Families on the Waiting List			
<=30% AMI			
Very low income (>30% but <=50% AMI)	24	11%	
Low income (>50% but <80% AMI)	11	5%	
Families with children	176	80.4%	
Elderly families	14	6.4%	
Families with Disabilities	29	13.2%	
Race/ethnicity	1	.5%	
Race/ethnicity	218	99.5%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	48	21.9%	
2 BR	67	30.6%	
3 BR	59	26.9%	
4 BR	39	17.8%	
5 BR	5	2.3%	
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months) <b>3 months</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (list below)

**Utilizing the Section 5(h) Homeownership Program, HOME Funds and CBDG funds to create affordable mortgage products that offset the cost of housing and in keeping the units affordable.**

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply



- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working.
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

### **Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

### **Other Housing Needs & Strategies: (list needs and strategies below)**

#### **(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>		
a) Public Housing Operating Fund	1,097,825	
b) Public Housing Capital Fund	940,000	
c) HOPE VI Revitalization	10,000,000	
d) HOPE VI Demolition	3,000,000	
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self- Sufficiency Grants	120,000	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FY 2000	640,594	Physical Improvement
FY 2001	835,157	Physical Improvement
<b>3. Public Housing Dwelling Rental Income</b>		
Dwelling Rental	850,330	Management of Units Security Resident Services
<b>4. Other income (list below)</b>		
Interest	103,330	Management of Units
Operating Receipts	354,250	Management of Units
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>17,941,486</b>	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (state number) **30**  
☐ When families are within a certain time of being offered a unit: (state time)  
☒ Other: (describe)

**Criminal records, credit reports, NCIC reports, Sex Offender report and landlord references are verified after families are within the first 5 of being offered a unit.**

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity  
☒ Rental history  
☒ Housekeeping  
☒ Other (describe) **Credit Report, NCIC and Sex Offender Reports**

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

##### **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously?  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☒ Two
- ☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

#### **(4) Admissions Preferences**

a. Income targeting:

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies  
☒ Overhoused  
☒ Underhoused  
☒ Medical justification  
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)  
☐ Resident choice: (state circumstances below)  
☐ Other: (list below)

c. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families

- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing  
Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### (5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

### (6) De-concentration and Income Mixing

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote de-concentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote de-concentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve de-concentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)



d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage de-concentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8 – NOT REQUIRED

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☐ Other (describe below)

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☐ Other (list below)

## **(3) Search Time**

- a. ☐ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

## **(4) Admissions Preferences**

- a. Income targeting

- ☐ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☐ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing

Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices  
☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

☐ Yes but only for some developments

☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments

☐ For all general occupancy developments (not elderly or disabled or elderly only)

☐ For specified general occupancy developments

☐ For certain parts of developments; e.g., the high-rise portion

- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) **10%**
- ☐ Other (list below)

g. ☒ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☒ Other (list/describe below) **Jackson Metro Apartment Guide**

## B. Section 8 Tenant-Based Assistance NOT REQUIRED

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☐ Other (list below)



e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families  
☐ Rent burdens of assisted families  
☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.79 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	498	75
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section	N/A	

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	498	0
Other Federal Programs(list individually)		
Capital Fund	498	0

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

#### Facility Operations Manual.

(2) Section 8 Management: (list below)

Not Applicable

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### A. Public Housing

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☒ PHA development management offices  
☐ Other (list below)

**B. Section 8 Tenant-Based Assistance NOT APPLICABLE**

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office  
☐ Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

**A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - ☐ Revitalization Plan under development
  - ☐ Revitalization Plan submitted, pending approval
  - ☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

☒ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? **FY 2002 - 2003**

If yes, list development name/s below:

Whiterock Apartments

☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

**Replacement housing units for White Rock Apartments.**

**Will provide mixed financed housing for those involved in the Section 5(h) program.**

☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

**19 single family, single story homes for sale under Section 5(h) program.**

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
--

1a. Development name: Whiterock Apartments
1b. Development (project) number: MS103006-01
1. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (04/30/03)
5. Number of units affected: 182
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### **2. Activity Description**

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**



## A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

### 2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Rolling Pines/Presidential Hills
1b. Development (project) number: MS26P103-005
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
2. Date Homeownership Plan/Program approved, submitted, or planned for submission: 07/04/2000
5. Number of units affected: 32
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

## **12. PHA Community Service and Self-Sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 02/11/00

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- ☐ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Campus of Learners	100	Open	PHA Social Serv. Off.	PH
Youth Camp	120	Open	PHA Social Serv. Off.	PH
After School Tutorial	65	Age Criteria	PHA Social Serv. Off.	PH
Boys & Girls Club	225	Age Criteria	PHA Social Serv. Off.	PH
Girl Scouts	50	Age Criteria	PHA Social Serv. Off.	PH
Holiday Camp	225	Open	Whiterock	PH
Commodity Surplus Food	135	Age Criteria	GoldenKey Dev. Off.	PH
GED Program	3	Open	Whiterock, Soc. Serv.	PH
Job Readiness	4	Open	PHA Social Serv. Off.	PH

## **(2) Family Self Sufficiency program/s**

### **a. Participation Description**

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 02/28/02)
Public Housing	70	124
Section 8		

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

## **C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents

- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

**Whiterock Apartments**

**Willow Grove Apartments**

## **B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)

**Passive Surveillance and Alarm Systems**

1. Which developments are most affected? (list below)

**Whiterock Apartments**

**Willow Grove Apartments**

## **C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases

- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

**Whiterock Apartments**

**Willow Grove Apartments**

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- ☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**Because of merger of PHDEP funding with the public housing operating funding for FY 2002, the PHDEP plan template is not attached.**

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

#### **Attachment J**

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
☐ Not applicable  
☐ Private management  
☐ Development-based accounting  
☐ Comprehensive stock assessment  
☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
☐ Attached at Attachment (File name)  
☒ Provided below:

**Ms. Vickie Stanford, White Rock Apartments**

**Regarding the disposal of White Rock Apartments, where will the residents go and hypothetically, with the construction on Interstate 220 adjacent to the site, what impact will the construction have on the existing structures?**

Mr. Martin

The Housing Authority has not determined what the final disposition of White Rock Apartments will be at this time. The Housing Authority will look at all options towards the issues at the site and its future. All of the effects of the construction on Interstate 220 will be



factored into any decisions made about the disposition of the site. I am not an Engineer, but it is my opinion that it stands to reason that the construction will have some impact. However, the Department of Transportation has said that the pile driving will not impact the site.

**Ms. Tanya Johnson, White Rock Apartments**

**Considering the age of White Rock Apartments, what is the life expectancy of the site and is there a guarantee of vouchers for the residents if the site is demolished?**

**Mr. Martin**

Again, I am not an Engineer and I can not make that determination, however, our goal is to aggressively pursue housing opportunities and opinions to address the issues at White Rock Apartments. The Housing Authority does not administer the Housing Voucher or Section 8 program. The Housing Authority does not have any vouchers or Section 8 certificates so I can not guarantee any housing assistance to anyone beyond our current assisted housing programs.

**Ms. Tanya Johnson, White Rock Apartments**

**What will be done at new developments to make sure that the same things that happened to White Rock Apartments will not happen again.**

**Mr. Martin**

The Housing Authority will do everything within its power to ensure quality construction on new developments. Current construction methods and building codes have significantly improved and will help in producing a better housing unit those constructed before in the early 1970's.

**Ms. Victoria Jones, White Rock Apartments**

**The door to my unit sticks and when it rains hard, water come into my unit.**

**Mr. Martin**

I will ask my staff to address those issues tomorrow and the site manager will contact you tomorrow.

**Ms. Victoria Jones, White Rock Apartments**

**I talked to the previous Site Manager about working for the Housing Authority picking up trash, I do it now around by building and I know sometimes you hire residents for this. How can I be considered for doing this?**

**Mr. Martin**

I will have the Site Manager contact you if you are serious about this. We do have people assisting the Housing Authority in ground maintenance and there may be an opportunity for

you to be a part of it. I will ask that you work through the Site Manager and I will monitor the process.

**Rev. Taylor, Golden Key Apartments**

**What about considering rural development?**

**Mr. Martin**

The Housing Authority will consider all of its options if new development is proposed. However, we must consider that developing out into rural areas reduces access to services, both public and private, that lower income and special needs families require for self-sufficiency and upward mobility.

**Ms. Vickie Stanford, White Rock Apartments**

**Regarding the Pet Policy, I have a 55-gallon fish tank in my unit and I did not get a clear understanding of what I could or could not have from the previous manager in an earlier meeting.**

**Mr. Martin**

According to the Pet Policy, approved by the Board of Commissioners, the maximum size of an aquarium is 10-gallons and you obviously can not have deadly fish in the tank. This information should have been clearly communicated to you earlier, however, the Housing Authority has to establish limits of this nature for safety, especially as it relates to what may happen in the event the tank falls and you are not there to remedy the situation. The Housing Authority has to consider the impact it would have on the adjacent units, especially if your units is an upstairs unit.

**Rev. Taylor, Golden Key Apartments**

**I would like to reiterate my earlier comment about rural development.**

**Mr. Martin**

Again, it is noted and the Housing Authority will consider all options at the appropriate time. I personally like rural, country living and the concept of not living on top of your neighbors. I am from a small rural area and I appreciate the country living.

**Ms. Sandra Gray, Willow Grove Apartments**

**What time is the public hearing?**

**Mr. Martin**

5:00pm, Monday April 8, 2002

**Rev. Taylor, Golden Key Apartments**

**Is it possible to have some type of vending or concession at Golden Key Apartments?**

Mr. Martin

At our January 2002 meeting, I committed to bringing vending to the site. The Housing Authority has not forgotten that commitment. We are considering many ways in which to undertake the vending process as well as expanding the services to our residents there. With the new site manager on-board we now have someone who can look at the current status of services, including vending, and work to develop an overall plan which includes the vending and concession component.

**Ms. Tanya Johnson, White Rock Apartments**

**Could you clarify about the vouchers for families at White Rock Apartments.**

Mr. Martin

At this time, the Housing Authority does not have or administer any vouchers or Section 8 certificates. The Housing Authority will apply for vouchers as part of our HOPE VI strategy, however, at this point, the Housing Authority does not have any tenant-based rental assistance programs.

**Rev. Taylor, Golden Key Apartments**

**What about Police protection?**

Mr. Martin

The Housing Authority would like to build a better relationship with not only the Jackson Police Department but also with the Hinds County Sheriff's Department. The Housing Authority will continue with its current private security, however, we must plan and utilize all of our resources properly in providing safe and decent living conditions for all of our residents. Part of the utilization should include more police and hopefully sheriff's deputies presence on our property, increasing the use of passive security systems to support our overall strategy.

**Ms. Sandra Gray, Willow Grove Apartments**

**What are your plans for Willow Grove Apartments**

Mr. Martin

The Housing Authority is planning capital improvements in the areas of increased security, drainage improvements, landscaping, playground equipment, passive traffic controls, in addition to interior unit rehabilitations. The Housing Authority has just completed air conditioning installation in all of the units.

**Ms. Sandra Gray, Willow Grove Apartments**

**Explain the Hardship rule as it relates to a family experiencing emergencies.**

Mr. Martin

The hardship exemption to the \$50 minimum rent allows for a family experiencing an extreme situation where their income is interrupted to communicate this to the Housing Authority and the Housing Authority can exempt the family from paying the minimum rent on a month-to-month basis. The case is reviewed on a month-to-month basis.

**Ms. Sandra Gray, Willow Grove Apartments**

**Is there any other type of hardship policy**

Mr. Martin

Yes. If a family status change, they can communicate this to the Housing Authority. The Housing Authority will conduct an interim re-examination of the family and adjust its rent accordingly, subject to the changes reported and the income of the family being verified.

**Rev. Taylor, Golden Key Apartments**

**If an accident occurs on the site, do you call the police**

Mr. Martin

Yes. And contact the Site Manager. The police will perform a write-up of the incident, however, they will not place blame or determine fault.

**Ms. Sandra Gray, Willow Grove Apartments**

**Is it a lease violation for late rent payment and how are violations determined?**

Mr. Martin

If there is an unusual family circumstance and the family does not have a history of late rent payments, then the Housing Authority will consider it on a case-by-case basis. However, consistent late rent payment is just one of the factors the Housing Authority will utilize to assess whether we should renew the lease with the family at the time for re-certification. The Housing Authority view paying rent on the first day of the month as very important for several reasons and is part of the commitment the family makes to the Housing Authority at the time they sign the lease. The violations to the lease are contained in the lease and in the Admissions and Continued Occupancy policy.

3. In what manner did the PHA address those comments? (select all that apply)

☐

Considered comments, but determined that no changes to the PHA Plan were necessary.

- ☒ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
**Changed Capital Fund allocation to reduce activities at White Rock  
that would not produce long-term results to obsolete structures**

☐ Other: (list below)

## **B. Description of Election process for Residents on the PHA Board**

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

#### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

#### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

#### **c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

## **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **City of Jackson, Mississippi**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

3. The consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

#### **Amendments/Modifications to the Plan:**

**The Housing Authority of the City of Jackson may amend or modify its annual or 5-year plan after submitting the plan to HUD. If the modifications are considered a “significant amendment” or substantial modification”, the Housing Authority will comply with 24 CFR 903.21. The Housing Authority defines “significant amendment or “substantial modification” as follows:**

- **Changes to rent or admissions policies or organization of the waiting list;**
- **Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year action Plan) or change in the use of replacement reserve funds under the Capital fund;**

- **Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

### **Attachments**

	<u><b>Attachment</b></u>	<u><b>File Name</b></u>	<u><b>Type</b></u>
1.	Certification of Compliance (page 1)	A	ms103a103 .pdf
	Certification of Compliance (page 1)	A	ms103a203 .pdf
	Certification of Compliance (page 1)	A	ms103a303 .pdf
1.	Consistency with Consolidated Plan	B	ms103b03 .pdf
2.	Drug-Free Workplace (page 1)	C	ms103c103 .pdf
	Drug-Free Workplace (page 2)	C	ms103c203 .pdf
3.	Disclosure of Lobbying Activities	D	ms103d03 .pdf
4.	Cert. Of Payment to Influence Fed. Trans.	E	ms103e03 .pdf
5.	Statement of Progress (page 1)	F	ms103f103 .pdf
	Statement of Progress (page 2)	F	ms103f203 .pdf
6.	De-concentration & Inc. Mixing (page 1)	G	ms103g03 .pdf
	De-concentration & Inc. Mixing (data)	G	ms103g203 .xls
7.	Voluntary Conversion Assessment	H	ms103h03 .doc
8.	Resident Advisory Board	I	ms103i03 .doc
9.	Pet Policy (page 1)	J	ms103j103 .pdf
	Pet Policy (page 2)	J	ms103j203 .pdf
	Pet Policy (page 3)	J	ms103j303 .pdf
	Pet Policy (page 4)	J	ms103j403 .pdf
	Pet Policy (page 5)	J	ms103j503 .pdf
	Pet Policy (page 6)	J	ms103j603 .pdf
	Pet Policy (page 7)	J	ms103j703 .pdf
	Pet Policy (page 8)	J	ms103j803 .pdf
	Pet Policy (page 9)	J	ms103j903 .pdf
10.	FY 2002 Capital Fund Program Action Plan	K	ms103k03 .doc
11.	FY 2000 Perf. Eval. Report	L	ms103l03 .doc
	FY 2001 Perf. Eval. Report	L	ms103l203 .doc
	FY1999 Perf. Eval. Report	L	ms103l303 .doc
12.	Management Organizational Chart	M	ms103m03 .pdf
13.	5-Year Capital Fund Plan	N	ms103n03 .doc
14.	Section 12-D – Changes to Community Service Requirement	O	ms103o03 .doc

Use this section to provide any additional attachments referenced in the Plans.





## PHA Certifications of Compliance with the PHA Plans and Related Regulations Board Resolution to Accompany the PHA Plan

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan and Annual Plan for PHA fiscal year beginning 7/1/2002, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 304 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site-based waiting lists:
  - \* The PHA regularly submits required data to HUD's MICS in an accurate, complete and timely manner (as specified in PHH Notice 99-2).
  - \* The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - \* Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - \* The PHA shall take reasonable measures to ensure that such waiting list is consistent with affirmatively furthering fair housing;
  - \* The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).

8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 133.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
13. For PHA Plan that includes a PHDEP Plan as specified in 24 CFR 761.21: The PHDEP Plan is consistent with and conforms to the "Plan Requirements" and "Grantee Performance Requirements" as specified in 24 CFR 761.21 and 761.23 respectively and the PHA will maintain and have available for review/inspection (at all times), records or documentation of the following:
  - Baseline law enforcement services for public housing developments assisted under the PHDEP plan;
  - Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);
  - Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;
  - Coordination with other law enforcement efforts;
  - Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and
  - All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.
14. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
15. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
16. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
17. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
18. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
19. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
20. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
21. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.

22. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and attachments at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the  
City of Jackson, MS

MS26-103

PHA Name

PHA Number

  
Donald Beard, Chairman

4/2/02

Signed/Dated by PHA Board Chair or other authorized PHA official

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Harvey Johnson, Jr., the Mayor, certify  
that the Five Year and Annual PHA Plan of the Jackson Housing Authority is  
consistent with the Consolidated Plan of The City of Jackson, Mississippi prepared  
pursuant to 24 CFR Part 91.

 4/18/02  
Signed / Dated by Appropriate State or Local Official

# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

ATTACHMENT C

Applicant Name

Housing Authority of the City of Jackson, MS

Program/Activity Receiving Federal Grant Funding

Capital Funding Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant.

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted: ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above. Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

White Rock Apartments  
550 Country Club Drive  
Jackson, MS 39209

Willow Grove Apartments  
3855 Yarbro Street  
Jackson, MS 39204

Golden Key Apartments  
3430 Albermarle Street  
Jackson, MS 39213

Midtown Properties  
Attached Addresses

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment here-with, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Willie E. Mann, PHM

Title

President & CEO

Signature

X

Date

4/12/02

210 Livingston Street  
Jackson, MS 39202

1217 Blair Street  
Jackson, MS 39202

1221 Blair Street  
Jackson, MS 39202

1225 Blair Street  
Jackson, MS 39202

1702 Wilson Street  
Jackson, MS 39202

1706 Wilson Street  
Jackson, MS 39202

1708 Wilson Street  
Jackson, MS 39202

334 E. Bell Street  
Jackson, MS 39202

336 E. Bell Street  
Jackson, MS 39202

338 E. Bell Street  
Jackson, MS 39202

344 E. Bell Street  
Jackson, MS 39202

346 E. Bell Street  
Jackson, MS 39202

## DISCLOSURE OF LOBBYING ACTIVITIES

ATTACHMENT D

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

6348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____ if known: Housing Authority of the City of Jackson, MS 2747 Livingston Road Jackson, MS 39213 Congressional District, if known:	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> NA Congressional District, if known:	
<b>6. Federal Department/Agency:</b> Department of Housing & Urban Development	<b>7. Federal Program Name/Description:</b> Capital Funds Program CFDA Number, if applicable:	
<b>8. Federal Action Number, if known:</b> NA	<b>9. Award Amount, if known:</b> \$ NA	
<b>10. a. Name and Address of Lobbying Registrant</b> (If individual, last name, first name, MI) NA	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI) NA	
<b>11.</b> Information submitted through this form is authorized by 31 U.S.C. Section 1352. This disclosure of lobbying activities is a truthful representation of fact and does not contain any false or misleading information. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u>Willie E. Martin</u> Print Name: <u>Willie E. Martin, PHM</u> Title: <u>President &amp; CEO</u> Telephone No.: <u>(601) 362-8885</u> Date: <u>4/10/02</u>	
<b>Federal Use Only</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 1-97)

# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

ATTACHMENT B

Applicant Name

Housing Authority of the City of Jackson, MS

Program/Activity Receiving Federal Grant Funding

Capital Funds Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1016, 1017; 31 U.S.C. 3729, 3802)

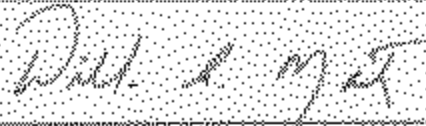
Name of Authorized Official

Willie E. Martin, PHM


Title

President & CEO

Signature



Date (mm/dd/yyyy)





## STATEMENT OF PROGRESS

PHA: *Housing Authority of the City of Jackson, MS*  
PHA #: *MS26-103*  
PHA Fiscal Year: *7/1/2002 through 6/30/02*

The following information is provided in addressing the progress the Housing Authority is making towards meeting its projections in the 5-Year plan and beyond:

### Expand and meet the supply of assisted housing

The Housing Authority, over the past 2 years, has expanded the supply of assisted housing in Jackson. The Housing Authority has constructed 32 new, single family homes in Rolling Pines subdivision and Presidential Hills subdivision. The Housing Authority is currently analyzing the acquisition of 4 rehabilitated homes in the midtown area to supplement our existing inventory of assisted housing in the area. By acquiring the properties as the contractor completes them substantially reduces the cost to the Housing Authority compared with the cost of the Housing Authority having previously constructed new homes. This cost savings promotes affordability for rental or home ownership.

### Improve the quality of assisted housing

The Housing Authority has installed air conditioning in all of the units at the Willow Grove Apartments, painted units at Golden Key Apartments and White Rock Apartments, replace tub enclosures with tub surrounds at White Rock Apartments and is presently planning to replace the floor tile at Golden Key Apartments, rehabilitate 25 units at Willow Grove Apartments, replace sidewalks at Willow Grove Apartments and White Rock Apartments, refurbish the elevators at Golden Key Apartments and replace and install playground equipment at Willow Grove Apartments, and, improve security at all sites by employing passive security systems. Additionally, the Housing Authority will be implementing new programs target to the adult residents that promote self-sufficiency and self-empowerment, while maintaining or increasing the program activities for the youth.

### Increase assisted housing choices

Home ownership is the key for neighborhood revitalization in the inner-city of Jackson, MS. The Housing Authority committed to promoting home ownership more than 2 years ago. The Housing Authority took the leadership role in conducting the first housing summit in Jackson. The summit brought key housing providers and industry representatives together to help forge relationships that will further to goal of not only home ownership, but housing choice and fair housing. From this summit, the Housing Authority is developing programs, in partnership with other agencies, to meet the tremendous needs of the area, evidenced by the Housing Authority's expansive waiting list.

### Provide an improved living environment

The Housing Authority has taken this opportunity to improve the operation and management of the

agency by increasing staff training and knowledge in the areas of business, business management, customer service and federal housing standards and regulations. Additionally, the Housing Authority has changed its business model for central management to true site-based management. This model works best for the Housing Authority by addressing the issues that arise on the site at the site. The Housing Authority now has experienced staff on each site that understands the importance of customer satisfaction as well as how to deliver the product and service to the residents. Issues such as quality of life, safe living environment and resident services can now be addressed in the site management office, reducing the bureaucracy to the resident. The Housing Authority has begun to experience the difference by resident comments and suggestions.

**Ensure equal opportunity and affirmatively further fair housing**

The Housing Authority does not discriminate in providing housing or business opportunities to the citizens and businesses in the area. The Housing Authority promote housing opportunities by advertising in the local journal (large circulation) as well as the neighborhood journal (smaller circulation). The Housing Authority partners with and shares information with local neighborhood Community Development Corporations (CDC's), churches and civic organizations. A goal of the Housing Authority is to expand its outreach to the growing local Hispanic community. The business community will be a tremendous opportunity for the developing and providing housing choices. Many of the employees of area businesses are seeking affordable housing choices and opportunities and the Housing Authority, through its business partners, can utilize the vendors, contractors and suppliers in promoting fair housing and housing choice.

## Income Analysis

Average Income of all Covered Sites:	\$ 7,483	85%	110%
	\$ 6,360	\$ 8,231	

Bedroom Size	Golden Key	White Rock	Willow Grove	Midtown	SDR Average
1	\$ 8,231	\$ 6,535			\$ 7,383
2		\$ 5,723	\$ 6,936		\$ 6,330
3		\$ 5,462	\$ 8,168	\$ 11,428	\$ 8,353
4		\$ 7,611	\$ 6,526	\$ 10,590	\$ 9,376
5		\$ 8,902	\$ 7,172		\$ 8,037
Site Average	\$ 8,231	\$ 6,314	\$ 7,587	\$ 11,149	
Range Determination	WR	BR	WR	AR	

WR: Within Range; BR: Below Range; AR: Above Range

Area Median Income: \$53,100  
Jackson (Hinds County)

30% AMI	\$15,930.0
40% AMI	\$21,240.0
50% AMI	\$26,550.0
60% AMI	\$31,860.0

## Abstract

The White Rock Apartments average income falls slightly below the Established income range. However, the composition of the site will be changing depending on the disposition of the site. The Housing Authority is reviewing the possible displacement of families as an opportunity to deconcentrate areas of lower incomes throughout its properties. Golden Key Apartments is an elderly/handicap facility with little opportunity to deconcentrate because most residents are senior citizens on fixed income or disability. Willow Grove Apartments represent the PHA's best efforts to deconcentrate areas of lower incomes. The Housing Authority has moved to address this issue by including a admissions preference for working families.

[illegible]

Golden Key	1	6,708
Golden Key	1	6,709
Golden Key	1	6,762
Golden Key	1	6,768
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,780
Golden Key	1	6,781
Golden Key	1	6,783
Golden Key	1	6,786
Golden Key	1	6,834
Golden Key	1	6,924
Golden Key	1	6,936
Golden Key	1	7,176
Golden Key	1	7,248
Golden Key	1	7,248
Golden Key	1	7,272
Golden Key	1	7,524
Golden Key	1	7,668
Golden Key	1	7,811
Golden Key	1	7,841
Golden Key	1	7,860
Golden Key	1	7,920
Golden Key	1	7,932
Golden Key	1	7,992
Golden Key	1	8,004
Golden Key	1	8,050
Golden Key	1	8,136
Golden Key	1	8,244
Golden Key	1	8,460
Golden Key	1	8,510
Golden Key	1	8,782
Golden Key	1	8,812
Golden Key	1	9,120
Golden Key	1	9,303
Golden Key	1	9,437
Golden Key	1	9,516
Golden Key	1	9,566
Golden Key	1	9,624
Golden Key	1	9,732
Golden Key	1	9,768
Golden Key	1	9,912
Golden Key	1	10,056
Golden Key	1	10,201
Golden Key	1	10,458
Golden Key	1	10,836
Golden Key	1	11,724
Golden Key	1	11,735
Golden Key	1	12,048
Golden Key	1	12,369
Golden Key	1	13,068
Golden Key	1	13,069
Golden Key	1	14,141
Golden Key	1	14,376
Golden Key	1	14,675
Golden Key	1	14,962
Golden Key	1	15,123
Golden Key	1	15,399
Golden Key	1	16,574
Golden Key	1	16,824
Golden Key	1	19,303
Golden Key	1	20,214
Golden Key	1	20,632
Golden Key	1	21,259
Golden Key	1	28,070

\$8,231

Midtown	3	2,250 1217 Blair			
Midtown	3	6,384	1221		
Midtown	3	8,504	1225		
Midtown	3	9,413 1702 Wilson			
Midtown	3	10,991	1706		
Midtown	3	14,560	1708		
Midtown	3	17,630 210 Livingston			
Midtown	3	21,692 334 E. Bell		\$11,428	
Midtown	4	3,600	336		
Midtown	4	3,624	338		
Midtown	4	14,560	344		
Midtown	4	20,577	346	\$10,590	\$11,149
White Rock	1	2,160			
White Rock	1	5,724			
White Rock	1	6,240			
White Rock	1	6,600			
White Rock	1	6,852			
White Rock	1	6,910			
White Rock	1	7,260			
White Rock	1	10,536		\$6,535	
White Rock	2	0			
White Rock	2	600			
White Rock	2	1,020			
White Rock	2	1,200			
White Rock	2	1,752			
White Rock	2	1,800			
White Rock	2	1,800			
White Rock	2	1,800			
White Rock	2	2,100			
White Rock	2	2,340			
White Rock	2	2,400			
White Rock	2	2,856			
White Rock	2	3,660			
White Rock	2	3,760			
White Rock	2	3,900			
White Rock	2	4,550			
White Rock	2	4,640			
White Rock	2	5,200			
White Rock	2	6,360			
White Rock	2	6,360			
White Rock	2	6,360			
White Rock	2	6,360			
White Rock	2	6,360			
White Rock	2	6,540			
White Rock	2	6,780			
White Rock	2	6,804			
White Rock	2	7,619			
White Rock	2	8,060			
White Rock	2	8,788			
White Rock	2	8,923			
White Rock	2	9,406			
White Rock	2	9,974			
White Rock	2	11,440			
White Rock	2	13,202			
White Rock	2	15,080			
White Rock	2	16,244		\$5,723	
White Rock	3	0			
White Rock	3	1,200			
White Rock	3	1,512			
White Rock	3	1,800			
White Rock	3	1,800			
White Rock	3	1,800			
White Rock	3	1,800			
White Rock	3	1,800			
White Rock	3	1,968			
White Rock	3	2,008			
White Rock	3	2,040			
White Rock	3	2,040			
White Rock	3	2,160			
White Rock	3	2,280			
White Rock	3	2,328			
White Rock	3	2,328			
White Rock	3	2,400			
White Rock	3	2,400			
White Rock	3	2,520			

White Rock	3	2,691		
White Rock	3	2,717		
White Rock	3	3,000		
White Rock	3	3,048		
White Rock	3	3,058		
White Rock	3	3,216		
White Rock	3	3,353		
White Rock	3	4,278		
White Rock	3	4,404		
White Rock	3	4,440		
White Rock	3	4,644		
White Rock	3	4,680		
White Rock	3	4,814		
White Rock	3	5,162		
White Rock	3	5,202		
White Rock	3	6,140		
White Rock	3	6,188		
White Rock	3	6,540		
White Rock	3	6,540		
White Rock	3	6,760		
White Rock	3	6,864		
White Rock	3	6,974		
White Rock	3	6,996		
White Rock	3	7,932		
White Rock	3	8,060		
White Rock	3	8,580		
White Rock	3	8,700		
White Rock	3	10,722		
White Rock	3	12,480		
White Rock	3	14,352		
White Rock	3	14,997		
White Rock	3	15,791		
White Rock	3	17,056		
White Rock	3	22,942	\$5,462	
White Rock	4	600		
White Rock	4	1,380		
White Rock	4	1,872		
White Rock	4	2,400		
White Rock	4	2,400		
White Rock	4	2,400		
White Rock	4	3,000		
White Rock	4	3,600		
White Rock	4	3,912		
White Rock	4	4,440		
White Rock	4	6,360		
White Rock	4	6,861		
White Rock	4	8,772		
White Rock	4	8,820		
White Rock	4	10,692		
White Rock	4	10,920		
White Rock	4	11,100		
White Rock	4	11,700		
White Rock	4	12,024		
White Rock	4	12,752		
White Rock	4	13,163		
White Rock	4	13,829		
White Rock	4	22,054	\$7,611	
White Rock	5	2,820		
White Rock	5	4,368		
White Rock	5	6,360		
White Rock	5	6,468		
White Rock	5	7,868		
White Rock	5	8,093		
White Rock	5	8,124		
White Rock	5	10,920		
White Rock	5	12,636		
White Rock	5	12,840		
White Rock	5	17,428	\$8,902	\$6,314
Willow Grove	2	0		
Willow Grove	2	1,140		
Willow Grove	2	1,500		
Willow Grove	2	1,647		
Willow Grove	2	1,800		
Willow Grove	2	2,040		
Willow Grove	2	2,100		

Willow Grove	2	2,232	
Willow Grove	2	2,328	
Willow Grove	2	3,000	
Willow Grove	2	3,444	
Willow Grove	2	3,600	
Willow Grove	2	4,332	
Willow Grove	2	4,680	
Willow Grove	2	4,848	
Willow Grove	2	6,360	
Willow Grove	2	6,360	
Willow Grove	2	6,360	
Willow Grove	2	6,388	
Willow Grove	2	6,540	
Willow Grove	2	6,600	
Willow Grove	2	6,600	
Willow Grove	2	6,600	
Willow Grove	2	6,656	
Willow Grove	2	6,744	
Willow Grove	2	6,780	
Willow Grove	2	6,780	
Willow Grove	2	6,820	
Willow Grove	2	6,968	
Willow Grove	2	7,344	
Willow Grove	2	7,488	
Willow Grove	2	7,680	
Willow Grove	2	7,690	
Willow Grove	2	7,860	
Willow Grove	2	8,125	
Willow Grove	2	8,160	
Willow Grove	2	8,292	
Willow Grove	2	8,640	
Willow Grove	2	9,065	
Willow Grove	2	9,360	
Willow Grove	2	9,402	
Willow Grove	2	10,452	
Willow Grove	2	12,870	
Willow Grove	2	13,030	
Willow Grove	2	13,520	
Willow Grove	2	14,440	
Willow Grove	2	14,452	
Willow Grove	2	15,320	
Willow Grove	2	15,444	\$6,936
Willow Grove	3	1,200	
Willow Grove	3	1,492	
Willow Grove	3	1,627	
Willow Grove	3	1,800	
Willow Grove	3	2,100	
Willow Grove	3	2,280	
Willow Grove	3	2,400	
Willow Grove	3	2,448	
Willow Grove	3	2,592	
Willow Grove	3	2,820	
Willow Grove	3	2,851	
Willow Grove	3	2,988	
Willow Grove	3	3,000	
Willow Grove	3	3,000	
Willow Grove	3	3,000	
Willow Grove	3	3,024	
Willow Grove	3	3,120	
Willow Grove	3	3,360	
Willow Grove	3	3,360	
Willow Grove	3	3,528	
Willow Grove	3	3,900	
Willow Grove	3	4,128	
Willow Grove	3	4,200	
Willow Grove	3	4,355	
Willow Grove	3	5,640	
Willow Grove	3	6,000	
Willow Grove	3	6,360	
Willow Grove	3	6,372	
Willow Grove	3	6,695	
Willow Grove	3	6,750	
Willow Grove	3	6,852	
Willow Grove	3	7,033	
Willow Grove	3	7,384	



Willow Grove	3	7,800			
Willow Grove	3	8,064			
Willow Grove	3	8,122			
Willow Grove	3	9,168			
Willow Grove	3	10,304			
Willow Grove	3	10,440			
Willow Grove	3	11,294			
Willow Grove	3	12,136			
Willow Grove	3	12,276			
Willow Grove	3	12,624			
Willow Grove	3	12,636			
Willow Grove	3	12,740			
Willow Grove	3	12,900			
Willow Grove	3	13,000			
Willow Grove	3	13,394			
Willow Grove	3	13,522			
Willow Grove	3	13,676			
Willow Grove	3	14,001			
Willow Grove	3	14,456			
Willow Grove	3	14,976			
Willow Grove	3	15,322			
Willow Grove	3	15,552			
Willow Grove	3	18,819			
Willow Grove	3	19,361			
Willow Grove	3	19,848			
Willow Grove	3	27,826	\$8,168		
Willow Grove	4	2,172			
Willow Grove	4	3,600			
Willow Grove	4	3,816			
Willow Grove	4	3,900			
Willow Grove	4	4,200			
Willow Grove	4	5,724			
Willow Grove	4	6,632			
Willow Grove	4	7,150			
Willow Grove	4	8,841			
Willow Grove	4	9,185			
Willow Grove	4	10,192			
Willow Grove	4	17,696	\$6,926		
Willow Grove	5	2,825			
Willow Grove	5	3,640			
Willow Grove	5	4,079			
Willow Grove	5	7,114			
Willow Grove	5	18,200	\$7,172	\$7,587	\$ 7,483
X		23,649	307 Garfield Circle		
X		18,060	166 E. Woodcrest		

## Income Analysis

<b>Average Income of all Covered Sites:</b>	<b>\$</b>	<b>7,483</b>	<b>85%</b>	<b>110%</b>
		\$	6,360	\$
			8,231	

Bedroom	Golden	White	Willow		BDR
<u>Size</u>	<u>Key</u>	<u>Rock</u>	<u>Grove</u>	<u>Midtown</u>	<u>Average</u>
1	\$ 8,231	\$ 6,535			\$ 7,383
2		\$ 5,723	\$ 6,936		\$ 6,330
3		\$ 5,462	\$ 8,168	\$ 11,428	\$ 8,353
4		\$ 7,611	\$ 6,926	\$ 10,590	\$ 8,376
5		\$ 8,902	\$ 7,172		\$ 8,037
Site Average	\$ 8,231	\$ 6,314	\$ 7,587	\$ 11,149	
Range Determination:	WR	BR	WR	AR	

**WR: Within Range; BR: Below Range; AR: Above Range**

Area Median Income: \$53,100  
Jackson (Hinds County)

30% AMI	\$15,930.0
40% AMI	\$21,240.0
50% AMI	\$26,550.0
60% AMI	\$31,860.0

## Analysis

The White Rock Apartments average income falls slightly below the Established Income range. However, the composition of the site will be changing depending on the disposition of the site. The Housing Authority is reviewing the possible displacement of families as an opportunity to deconcentrate areas of lower incomes throughout its properties. Golden Key Apartments is an elderly/handicap facility with little opportunity to deconcentrate because most residents are senior citizens on fixed income or disability. Willow Grove Apartments represent the PHA's best efforts to deconcentrate areas of lower incomes. The Housing Authority has moved to address this issue by including a admissions preference for working families.

**VOLUNTARY CONVERSION ASSESSMENT  
Housing Authority of the City of Jackson, Mississippi  
(The “Jackson Housing Authority”)  
Initial Review**

**BACKGROUND**

On June 22, 2001, HUD published a final rule (Federal Register 66 FR 4476) on:

**"Voluntary Conversion of Developments from Public Housing Stock; Required Initial Assessments."**

This final rule implements the initial assessment requirement (Section 22(b)(2) of the United States Housing Act of 1937) in a new 972.200. The statute requires all PHAs including the Jackson Housing Authority to conduct an initial assessment for each of its covered developments by October 1, 2001, and to submit the results to HUD. Covered developments are generally those available for general occupancy rather than elderly/disabled developments.

Under the Final Rule, the PHAs must certify that it has reviewed each covered developments operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development may be: (i) appropriate because removal of the development would meet the necessary conditions for voluntary conversion; or (ii) inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

In determining that a development may be appropriate for conversion, PHAs must also conclude that the development meets the following tests:

- . Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;
- . Conversion would principally benefit residents of the public housing development to be converted and the community; and
- . Conversion would not adversely affect the availability of affordable housing in the community.

This Final Rule covers only the required initial assessments and does not include the process for undertaking voluntary conversion of a public housing development to vouchers, which will be included in a separate final rule to be published later. As such, there is currently no procedure to complete or have approved an application for voluntary conversion.

The required initial assessment is a non-binding evaluation of the appropriateness of voluntary conversion for each property. The assessment is intended to consist of a common sense review of relevant factors for each covered development, and does not require a market study or application of a cost test. Rather, PHAs should consider whether voluntary conversion may be appropriate or inappropriate, taking into account factors such as modernization needs, operating cost, ability to occupy the development, FMR levels and/or workability of vouchers in the community, or other considerations the PHA deems relevant. PHAs are also authorized to decide to undertake detailed studies regarding potential voluntary conversions, but the Required Initial Assessment Final Rule does not require this. In addition, PHAs are cautioned that the cost test and other assessment criteria laid out in the Proposed Rule on Voluntary Conversion of July 23, 1999 are subject to change in the Final Rule; as such, there is no advantage to adopting this

methodology for the initial assessment.

**SUMMARY OF CONCLUSIONS:**

The Jackson Housing Authority has performed the initial assessment based on criteria contained in the Federal statutes. The assessment methodology used consisted of comparing costs of public housing with the cost of tenant-based assistance, since all of the Housing Authority's properties serve the low- to very low-income citizens.

The Jackson Housing Authority certifies that it has reviewed Midtown Properties, Golden Key Apartments (although not subject to voluntary conversion), Willow Grove Apartments, and White Rock Apartments as covered developments, their operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development is inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

In determining whether Midtown Properties, Golden Key Apartments (although not subject to voluntary conversion), Willow Grove Apartments, and White Rock Apartments as covered developments may be appropriate for conversion, the Jackson Housing Authority has also concluded that Midtown Properties, Golden Key Apartments, Willow Grove Apartments, and White Rock Apartments as covered developments do not meet the following tests:

- Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;

- Conversion would principally benefit residents of the public housing development to be converted and the community; and
- Conversion would not adversely affect the availability of affordable housing in the community.

## Methodology of Comparing Cost of Public Housing with the Cost of Tenant-Based Assistance and Conclusions

### MIDTOWN PROPERTIES

#### Key Data, Development

##### Vital Statistics

Year Constructed:	1999
Remaining Useful Life:	28 Years

The revitalized development has 12 occupied units. All of the units are single-family detached units. The occupied units will consist of ten 3-bedroom units and two 4-bedroom units. The total current operating costs attributable to the development are:

\$ 2,296.44	Per month in non-utility costs
\$ 861.84	per month in utility costs paid by the PHA
\$ 320.04	per month in utility allowance expenses paid by the PHA

The modernization cost for revitalization is \$ 11,364 or \$947 per unit. The cost of demolition and relocation of the 12 occupied units is \$28,200 or \$2,350 per unit based on recent experience.

#### Key Data, Area

The unit total development cost limit is \$92,840 for three bedroom single-family detached and \$109,783 for four bedroom, single-family detached homes. The three bedroom fair market rent is \$740 and the four bedroom fair market rent is \$781. The applicable monthly administrative fee amount is \$46.00 (as per HUD)

##### Preliminary Computation of the Per-Unit Average Total Development Cost

Unit weight average is:	
\$ 92,840 x 10 =	\$928,400
\$109,783 x 2 =	\$219,566
The unit weighted average is	\$ 95,664

Current Per Unit Monthly Occupied Costs of Public Housing (Net Present Value)

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Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 53.33
Estimated Accrual Cost:	\$158.65
Total Per Unit Public Housing Costs:	\$501.84

Per Unit Monthly Occupied Costs of Public Housing (New Budget Authority)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 40.00
Estimated Accrual Cost:	\$158.65
Total Per Unit Public Housing Costs:	\$488.51

Current per Unit Monthly Occupied Costs of Section 8

Unit-weighted Fair Market Rents	\$ 746.83
Administrative Fee:	\$ 46.00
Amortized Demolition and Relocation Cost:	\$ 13.06
Total Per Unit Section 8 Costs	\$ 805.89

**Jackson Housing Authority's Conclusions and Certification:**

The Jackson Housing Authority certifies that it has reviewed the Midtown Properties as a covered development, its operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development is inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

In determining whether the Midtown Properties is a development that may be appropriate for conversion, the Jackson Housing Authority has also concluded that the Midtown Properties does not meet the following tests:

- Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;
- Conversion would principally benefit residents of the public housing development to be



converted and the community; and

- Conversion would not adversely affect the availability of affordable housing in the community.

## Methodology of Comparing Cost of Public Housing with the Cost of Tenant-Based Assistance and Conclusions

### GOLDEN KEY APARTMENTS

#### Key Data, Development

##### Vital Statistics

Year Constructed:	1978
Remaining Useful Life:	7 Years

The revitalized development has 152 occupied units. All of the units are elevator, low-rise apartment units. The occupied units will consist of 152 1-bedroom units. The total current operating costs attributable to the development are:

\$ 29,088.24	Per month in non-utility costs
\$ 10,916.64	per month in utility costs paid by the PHA
\$ 4,053.84	per month in utility allowance expenses paid by the PHA

The modernization cost for revitalization is \$ 1,331,064 or \$8,757 per occupied unit. The cost of demolition and relocation of the 152 occupied units is \$205,200 or \$1,350 per unit based on recent experience.

#### Key Data, Area

The unit total development cost limit is \$47,727 for one bedroom elevator. The one bedroom fair market rent is \$455. The applicable monthly administrative fee amount is \$46.00.

##### Preliminary Computation of the Per-Unit Average Total Development Cost

Unit weight average is:

\$ 47,727 x 152 = \$7,254,504

The unit-weighted average is \$ 47,727

##### Current Per Unit Monthly Occupied Costs of Public Housing (Net Present Value)

Operating Cost: \$289.86

Amortized Modernization Cost: \$ 48.65

Estimated Accrual Cost: \$ 72.25

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Total Per Unit Public Housing Costs: \$410.76

Per Unit Monthly Occupied Costs of Public Housing (New Budget Authority)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 36.49
Estimated Accrual Cost:	\$ 72.25
Total Per Unit Public Housing Costs:	\$398.60

Current per Unit Monthly Occupied Costs of Section 8

Unit-weighted Fair Market Rents	\$ 455.00
Administrative Fee:	\$ 46.00
Amortized Demolition and Relocation Cost:	\$ 7.50
Total Per Unit Section 8 Costs	\$ 508.50

**Jackson Housing Authority's Conclusions and Certification:**

The Jackson Housing Authority certifies that it has reviewed Golden Key Apartments (although not subject to voluntary conversion) as a covered development, its operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development is inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

In determining whether Golden Key Apartments is a development that may be appropriate for conversion, the Jackson Housing Authority has also concluded that Golden Key Apartments does not meet the following tests:

- Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;
- Conversion would principally benefit residents of the public housing development to be converted and the community; and

- Conversion would not adversely affect the availability of affordable housing in the community.

## **Methodology of Comparing Cost of Public Housing with the**

### **Cost of Tenant-Based Assistance and Conclusions**

#### **WILLOW GROVE**

##### **Key Data, Development**

###### Vital Statistics

Year Constructed:	1975
Remaining Useful Life:	4 Years

The revitalized development has 152 occupied units. All of the units are walkup, garden apartment units. The occupied units will consist of 56 2-bedroom units, 68 3-bedroom units and 28 4-bedroom units. The total current operating costs attributable to the development are:

\$ 29,088.24	Per month in non-utility costs
\$ 10,916.64	per month in utility costs paid by the PHA
\$ 4,053.84	per month in utility allowance expenses paid by the PHA

The modernization cost for revitalization is \$ 1,656,435 or \$10,898 per occupied unit. The cost of demolition and relocation of the 152 occupied units is \$190,000 or \$1,250 per unit based on recent experience.

##### **Key Data, Area**

The unit total development cost limit is \$53,919 for two bedroom, \$70,905 for three bedroom and \$87,131 for four bedroom. The two bedroom fair market rent is \$557, three-bedroom fair market is \$740 and the four bedroom fair market rent is \$781. The applicable monthly administrative fee amount is \$46.00.

###### Preliminary Computation of the Per-Unit Average Total Development Cost

Unit weight average is:

$$\$53,919 \times 56 = \$3,019,464$$

\$70,905 x 68 =	\$4,821,540
\$87,131 x 28 =	\$2,439,668
The unit-weighted average is	\$ 67,635

Current Per Unit Monthly Occupied Costs of Public Housing (Net Present Value)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 60.54
Estimated Accrual Cost:	\$103.64
Total Per Unit Public Housing Costs:	\$454.04

Per Unit Monthly Occupied Costs of Public Housing (New Budget Authority)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 45.41
Estimated Accrual Cost:	\$103.64
Total Per Unit Public Housing Costs:	\$438.91

Current per Unit Monthly Occupied Costs of Section 8

Unit-weighted Fair Market Rents	\$ 680.13
Administrative Fee:	\$ 46.00
Amortized Demolition and Relocation Cost:	\$ 6.94
Total Per Unit Section 8 Costs	\$ 733.07

**Jackson Housing Authority's Conclusions and Certification:**

The Jackson Housing Authority certifies that it has reviewed Willow Grove Apartments as a covered development, its operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development is inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

In determining whether Willow Grove Apartments is a development that may be appropriate for conversion, the Jackson Housing Authority has also concluded that Willow Grove Apartments does not

meet the following tests:

- Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;
- Conversion would principally benefit residents of the public housing development to be converted and the community; and
- Conversion would not adversely affect the availability of affordable housing in the community.

## Methodology of Comparing Cost of Public Housing with the Cost of Tenant-Based Assistance and Conclusions

### WHITE ROCK

#### Key Data, Development

##### Vital Statistics

Year Constructed:	1972
Remaining Useful Life:	1 Year

The revitalized development has 182 occupied units. All of the units are walkup, garden apartment units. The occupied units will consist of 16 1-bedroom units, 54 2-bedroom units, 73 3-bedroom units, 24 4-bedroom units and 15 5-bedroom units. The total current operating costs attributable to the development are:

\$ 34,829.34	Per month in non-utility costs
\$ 13,071.24	per month in utility costs paid by the PHA
\$ 4,853.94	per month in utility allowance expenses paid by the PHA

The modernization cost for revitalization is \$2,514,621 or \$13,817 per occupied unit. The cost of demolition and relocation of the 182 occupied units is \$300,300 or \$1,650 per unit based on recent experience.

#### Key Data, Area

The unit total development cost limit is \$31,593 for one bedroom, \$53,919 for two bedroom, \$70,905 for three bedroom, \$87,131 for four bedroom and \$98,748 for five bedroom. The one bedroom fair market rent is \$455, two bedroom fair market is \$557, the three bedroom fair market rent is \$740, the four bedroom fair market rent is \$781 and the five bedroom fair market rent is \$898. The applicable monthly administrative fee amount is \$46.00.

#### Preliminary Computation of the Per-Unit Average Total Development Cost

Unit weight average is:

\$31,593 x 16 =	\$ 505,488
\$53,919 x 54 =	\$2,911,626
\$70,905 x 73 =	\$5,176,065

\$87,131 x 24 =	\$2,091,144
\$98,748 x 15 =	\$1,481,220
The unit-weighted average is	\$ 66,844

Current Per Unit Monthly Occupied Costs of Public Housing (Net Present Value)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 76.76
Estimated Accrual Cost:	\$ 99.89
Total Per Unit Public Housing Costs:	\$466.51

Per Unit Monthly Occupied Costs of Public Housing (New Budget Authority)

Operating Cost:	\$289.86
Amortized Modernization Cost:	\$ 57.57
Estimated Accrual Cost:	\$ 99.89
Total Per Unit Public Housing Costs:	\$447.32

Current per Unit Monthly Occupied Costs of Section 8

Unit-weighted Fair Market Rents	\$ 679.08
Administrative Fee:	\$ 46.00
Amortized Demolition and Relocation Cost:	\$ 9.17
Total Per Unit Section 8 Costs	\$ 734.25

**Jackson Housing Authority's Conclusions and Certification:**

The Jackson Housing Authority certifies that it has reviewed White Rock Apartments as a covered development, its operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development is inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

In determining whether White Rock Apartments is a development that may be appropriate for conversion, the Jackson Housing Authority has also concluded that White Rock Apartments does not meet the following tests:



- Conversion would not be more expensive than continuing to operate the development (or a portion of it) as public housing;
- Conversion would principally benefit residents of the public housing development to be converted and the community; and
- Conversion would not adversely affect the availability of affordable housing in the community.

## **PHA-WIDE RESIDENT ADVISORY BOARD**

### **White Rock Apartments**

Ms. Tanya Johnson  
550 Country Club Drive, Unit 35D  
Jackson, MS 39209

Ms. Jan Henry  
550 Country Club Drive, Unit 18C  
Jackson, MS 39209  
601.922.1334

Ms. Vickie Stanford  
550 Country Club Drive, Unit 18B  
Jackson, MS 39209  
601.922.1537

### **Willow Grove Apartments**

Sandra Gray  
3855 Yarbrow Street, Unit 1A  
Jackson, MS 39204  
601.922.3713

### **Golden Key Apartments**

Rev. Amos Taylor  
3430 Albermarle Road, Unit B110  
Jackson, MS 39213  
601.366.3208

Ms. Geneva Williams  
3430 Albermarle Road, Unit A206  
Jackson, MS 39213  
601.982.1025

Ms. Mary Coleman  
3430 Albermarle Road, Unit B110  
Jackson, MS 39213  
601.713.1359

Ms. Mary Jamison  
3430 Albermarle Road, Unit B110  
Jackson, MS 39213  
601.981.5078



## Chapter 10

### PET POLICY

#### INTRODUCTION

This Chapter explains the PHA's policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this PHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the PHA.

#### A. MANAGEMENT APPROVAL OF PETS

All pets must be approved in advance by the PHA management.

The pet owner must submit and enter into a Pet Agreement with the PHA.

#### Registration of Pets

Pets must be registered with the PHA before they are brought onto the premises. Registration includes:

- Certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

- Dogs and cats must be spayed or neutered.

- Current license for the pet in compliance with local ordinances and requirements.

- Execution of a Pet Agreement with the PHA stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet.

- Registration must be renewed and will be coordinated with the annual recertification date.

- Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the PHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The PHA will refuse to register a pet if:

- a. The pet is not a *common household pet* as defined in this policy;
- b. Keeping the pet would violate any House Pet Rules;
- c. The pet owner fails to provide complete pet registration information, or fails to update the registration annually;
- d. The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the PHA and agree to abide by all of the pet rules in writing.

## B. STANDARDS FOR PETS

If an approved pet gives birth to a litter, the resident must remove all pets from the premises except one.

Pet rules will not be applied to animals who assist persons with disabilities.

### Persons With Disabilities

To be excluded from the pet policy, the resident/pet owner must certify:

- That there is a person with disabilities in the household;
- That the animal has been trained to assist with the specified disability; and
- That the animal actually assists the person with the disability.

## Types of Pets Allowed

No types of pets other than the following may be kept by a resident.

Tenants are not permitted to have more than one type of pet.

1. Dogs

Maximum number: 1

Maximum adult weight: 20 pounds

Must be housebroken

Must be spayed or neutered

Must have all required inoculations

Must be licensed as specified now or in the future by State law and local ordinance

2. Cats

Maximum number: 1

Must be declawed

Must be spayed or neutered

Must have all required inoculations

Must be trained to use a litter box or other waste receptacle

Must be licensed as specified now or in the future by State law or local ordinance

3. Birds

Maximum number: 1

Must be enclosed in a cage at all times

4. Fish

Maximum aquarium size: 10 gallons

Must be maintained on an approved stand

5. Rodents (Rabbit, guinea pig, hamster, or gerbil ONLY)

Maximum number: 1

Must be enclosed in an acceptable cage at all times

Must have any or all inoculations as specified now or in the future by State law or local ordinance

Maximum number: 1

Must be enclosed in an acceptable cage or container at all times.

C. PETS TEMPORARILY ON THE PREMISES

Pets which are not owned by a tenant will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other non-profit organization.

State or local laws governing pets temporarily in dwelling accommodations shall prevail.

D. DESIGNATION OF PET/NO PET AREAS

The following areas are designated no-pet areas:

- Lobbies
- Community Rooms
- Laundry Areas

E. ADDITIONAL FEES AND DEPOSITS FOR PETS

The PHA requires a \$100.00 pet deposit.

The resident/pet owner shall be required to pay a refundable deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

An initial payment of \$50.00 on or prior to the date the pet is properly registered and brought into the apartment; and;

Monthly payments in an amount no less than \$25.00 until the specified deposit has been paid.

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal.

#### F. PET WASTE REMOVAL CHARGE

A separate pet waste removal charge of \$10.00 per occurrence will be assessed against the resident for violations of the pet policy.

Pet deposit and pet waste removal charges are not part of rent payable by the resident.

All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including:

- The cost of repairs and replacements to the dwelling unit;
- Fumigation of the dwelling unit.

If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount which exceeds the pet deposit.

The pet deposit will be refunded when the resident moves out or no longer has a pet on the premises, whichever occurs first.

The expense of flea deinfestation shall be the responsibility of the resident.

#### G. PET AREA RESTRICTIONS

Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

An area of the development grounds has been designated as the area in which to exercise animals and to permit dogs to relieve themselves of bodily wastes. This area includes along side of buildings.



Residents/Pet Owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of the areas designated for such purposes.

## H. NOISE

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

## I. CLEANLINESS REQUIREMENTS

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit.

Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin.

Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated.

The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

## J. PET CARE

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 24 hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

#### K. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

#### L. INSPECTIONS

The PHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

The PHA may enter and inspect the unit only if a written complaint is received alleging that the conduct or condition of the pet in the unit constitutes a nuisance or threat to the health or safety of the other occupants or other persons in the community under applicable State or local law.

#### M. PET RULE VIOLATIONS

##### Pet Rule Violation Notice

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated. The notice will also state:

1. That the resident/pet owner has 30 days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;
2. That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
3. That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the 30 day period, the meeting will be scheduled no later than 5 calendar days before the effective date of service of the notice, unless the pet owner agrees to a later date in writing.

### N. NOTICE FOR PET REMOVAL

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

1. A brief statement of the factual basis for the PHA's determination of the Pet Rule that has been violated;
2. The requirement that the resident /pet owner must remove the pet within 3 days of the notice; and
3. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

### O. TERMINATION OF TENANCY

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

### P. PET REMOVAL

If the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the owner unable to care for the pet, (includes pets who are poorly cared for or have been left unattended for over 24 hours, the situation will be reported to the Responsible Party designated by the resident/pet owner.

If the responsible party is unwilling or unable to care for the pet, or if the PHA after reasonable efforts cannot contact the responsible party, the PHA may contact the appropriate State or local agency and request the removal of the pet.

### Q. EMERGENCIES

The PHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or

safety of owners, are referred to the appropriate State or local entity authorized to remove such animals.

**CAPITAL FUND PROGRAM TABLES START HERE**    (ms103k02)

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Housing Authority of the City of Jackson, MS		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	70,000			
3	1408 Management Improvements	35,000			
4	1410 Administration	75,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	119,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	3,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	486,121			
19	1501 Collateralization or Debt Service				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Jackson, MS		<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY 2002
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	25,000			
21	Amount of Annual Grant: (sum of lines 2 – 20)	893,121			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	7,000			
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the City of Jackson, MS</b>		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406		70,000				
	Office Systems Upgrade	1408		20,000				
	Staff Training	1408		15,000				
	Administration	1408		75,000				
	A/E Fees	1430		80,000				
	Contingency	1502		25,000				
103-06/White Rock	Unit Rehabilitation	1460		9,000				
	Re-Development	1498		486,121				
103-02/Willow Grove	Safety & Security Upgrade	1460		7,000				
	Unit Rehabilitation	1460		55,000				
103-03/Golden Key	Lobby Furniture	1475		3,000				
	Unit Rehabilitation	1460		45,000				
103-04/Midtown	Unit Rehabilitation	1460		3,000				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

[illegible]





## **CAPITAL FUND PROGRAM TABLES START HERE (ms1031103)**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: MS26P103-501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: FY2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	43,500	43,500	22,272.21	22,272.21
4	1410 Administration	72,000	72,000	72,000.00	49,406.64
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	76,200	76,200	37,969.84	35,021.15
8	1440 Site Acquisition				
9	1450 Site Improvement	179,086	179,086		
10	1460 Dwelling Structures	298,233	298,233	108,087.00	34,428.24
11	1465.1 Dwelling Equipment—Nonexpendable	72,300	72,300	13,177.00	13,177.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	150,000	150,000		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P103-501-00 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency	30,000	30,000		
21	Amount of Annual Grant: (sum of lines 2 – 20)	921,319	921,319	253,506.05	154,305.24
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: : HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: <b>MS26P103-501-00</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Computer Upgrades	1408.01		30,500		9,280.35	9,280.35	
	Training	1408.02		13,000		12,991.86	12,991.86	
	Administration-Salaries & Fringes	1410.01		72,000		72,000.00	49,406.64	
	<b>Sub-Total</b>			<b>115,500</b>		<b>94,272.21</b>	<b>71,678.85</b>	
PHA Wide	A&E Fees	1430.01		76,200		37,969.84	35,021.15	
	Replace Stoves	1465		28,335		5,477.00	5,477.00	
	Replace Refrigeration	1465		43,945		7,700.00	7,700.00	
	Drainage Improvements	1450		20,000				
	Contingency	1502		30,000				
	<b>Sub-Total</b>			<b>198,500</b>		<b>51,146.84</b>	<b>48,198.15</b>	
Whiterock	Guard House, Fence, Camera	1450		135,000				
103-02	Demolition of Gym	1485		150,000				
	Replace Flooring & Sub-Flooring	1460		16,000		170.00	170.00	
	<b>Sub-Total</b>			<b>301,000</b>		<b>170.00</b>	<b>170.00</b>	
Willow Grove	Repair Sewage Distribution System	1450		24,086				
103-02	Install Central HVAC	1460		100,769		107,917.00	34,258.24	
	Foundation Repairs/Interior Renov.	1460		25,064				
	<b>Sub-Total</b>			<b>149,919</b>		<b>107,917.00</b>	<b>34,258.24</b>	
Golden Key	Replace Closet Doors	1460		76,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: : <b>HOUSING AUTHORITY OF THE CITY OF JACKSON, MS</b>			<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>MS26P103-501-00</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant: FY2000</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
103-03	Replace Bathroom	1460		30,400				
	Interior & Bath Renovations	1460		50,000				
	<b>Sub-Total</b>			<b>156,400</b>				
	<b>PAGE TOTALS</b>			<b>921,319</b>		<b>253,506.05</b>	<b>154,305.24</b>	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>			
PHA Name: <b>HOUSING AUTHORITY OF THE CITY OF JACKSON, MS</b>		<b>Grant Type and Number</b> Capital Fund Program No: MS26P103-501-00 Replacement Housing Factor No:	
		<b>Federal FY of Grant: FY2000</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates

	Original	Revised	Actual	Original	Revised	Actual	
Computer Upgrades							
Training	12/30/2001		6/30/2002	6/30/2003			
Item #3	12/30/2001		6/30/2002	6/30/2003			
PHA Wide Non-routine							
MS26-01	12/30/2001		6/30/2002	6/30/2003			
MS26-02	12/30/2001		6/30/2002	6/30/2003			
MS26-03	12/30/2001		6/30/2002	6/30/2003			







## **CAPITAL FUND PROGRAM TABLES START HERE (ms1031203)**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: MS26P103-501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: FY2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	83,371			
3	1408 Management Improvements	45,500		9,728.56	9,728.56
4	1410 Administration	75,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	76,200			
8	1440 Site Acquisition				
9	1450 Site Improvement	329,000		3,600.00	3,600.00
10	1460 Dwelling Structures	265,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	31,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P103-501-01 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency	35,000			
21	Amount of Annual Grant: (sum of lines 2 – 20)	940,071		13,328.56	13,328.56
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: : HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: <b>MS26P103-</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		83,371				
	Computer Upgrades	1408.01		30,500				
	Training	1408.02		15,000		9,728.56	9,728.56	
	Administration-Salaries & Fringes	1410.01		75,000				
	<b>Sub-Total</b>			<b>203,871</b>		<b>9,728.56</b>	<b>9,728.56</b>	
PHA Wide	A&E Fees	1430.01		76,200				
	Repair Sidewalks	1450		35,000				
	Contingency	1502		35,000				
	<b>Sub-Total</b>			<b>146,200</b>				
Whiterock	Playground Equipment	1450		20,000				
103-02	Fencing	1450		7,000				
	Bathtub Renovations	1460		150,000				
	Mobile Grounds Cart	1475		5,000				
	<b>Sub-Total</b>			<b>182,000</b>				
Willow Grove	Fencing	1450		20,000				
103-02	Guard House	1450		35,000				
	Drainage & Erosion Repairs	1450		65,000				
	Foundation Repairs	1450		50,000				
	Remove Trees	1450		20,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: : HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: <b>MS26P103-</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Repair/Replace Playground Equip	1450		7,000				
	Fencing for Playground Equipment	1450		20,000				
	Gates & Security Cameras	1450		70,000				
	Mobile Grounds Cart	1475		5,000				
	<b>Sub-Total</b>			<b>292,000</b>				
Golden Key	Landscaping	1450		15,000				
103-03	Replace Floor Tile	1470		30,000				
	Paint Interior Hallways	1470		15,000				
	Purchase Patio Furniture	1475		8,000				
	Equipment for Community Room	1475		5,000				
	Replace Office Furniture	1475		3,000				
	Blinds for Lobby	1475		5,000				
	<b>Sub-Total</b>			<b>81,000</b>				
Midtown	Replace Fencing	1475		35,000		3,600.00	3,600.00	
103-04	<b>Sub-Total</b>			<b>35,000</b>		<b>3,600.00</b>	<b>3,600.00</b>	
	<b>PAGE TOTALS</b>			<b>940,071</b>		<b>13,328.56</b>	<b>13,328.56</b>	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
<b>PHA Name: HOUSING AUTHORITY OF THE CITY OF JACKSON, MS</b>			<b>Grant Type and Number</b> Capital Fund Program No: MS26P103- Replacement Housing Factor No:				<b>Federal FY of Grant: FY2001</b>
Development Number Name/HA -Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Computer Upgrades							
Training	12/31/2002			6/30/2004			
Item #3	12/31/2002			6/30/2004			
PHA Wide Non-routine							
MS26-01	12/31/2002			6/30/2004			
MS26-02	12/31/2002			6/30/2004			
MS26-03	12/31/2002			6/30/2004			
MS26-04	12/31/2002			6/30/2004			





## **CAPITAL FUND PROGRAM TABLES START HERE (ms103l303)**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: MS26P103-707 Replacement Housing Factor Grant No:			Federal FY of Grant: FY1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	25,000		25,000.21	25,000.21
4	1410 Administration	61,424		61,424.00	61,424.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	41,118		41,118.37	41,118.37
8	1440 Site Acquisition				
9	1450 Site Improvement	51,325		51,325.00	51,325.00
10	1460 Dwelling Structures	432,238		432,236.62	432,236.62
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	3,136		3,136.80	3,136.80
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				



<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P103-707 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> FY1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12-31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	614,241.00		614,241.00	599,910.76
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	10,461.80		10,461.80	10,461.80
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: : HOUSING AUTHORITY OF THE CITY OF JACKSON, MS		Grant Type and Number Capital Fund Program Grant No: <b>MS26P103-707</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY1999</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Computer Upgrades	1408.01		21,007.00		21,007.31	21,007.31	
	Training	1408.02		3,993.00		3,992.90	3,992.90	
	Administration-Salaries & Fringes	1410.01		61,424.00		61,424.00	61,424.00	
	<b>Sub-Total</b>			<b>86,424.00</b>		<b>86,424.21</b>	<b>86,424.21</b>	
PHA Wide	A&E Fees	1430.01		41,118.00		41,118.37	41,118.37	
	<b>Sub-Total</b>			<b>41,118.00</b>		<b>41,118.37</b>	<b>41,118.37</b>	
Whiterock	Manager's Office Drop Box	1470		1,568.00		1,568.40	1,568.40	
103-01	Tub & Shower Improvements	1460		48,164.01		48,164.00	48,164.00	
	Replacing Flooring & Sub-Flooring	1460		7,010.99		7,010.99	7,010.99	
	Fencing & Gate System	1450		7,325.00		7,325.00	7,325.00	
	<b>Sub-Total</b>			<b>64,068.00</b>		<b>64,068.39</b>	<b>64,068.39</b>	
Willow Grove	Drainage Improvements	1450		44,000.00		44,000.00	44,000.00	
103-02	Central Air	1460		377,063.00		377,061.63	362,731.31	
	Foundation Repairs/Interior Renov.	1460						
	Manager's Office Drop Box	1470		1,568.00		1,568.40	1,568.40	
	<b>Sub-Total</b>			<b>422,631.00</b>		<b>422,630.03</b>	<b>408,299.79</b>	
Golden Key	Interior & Bath Revonations	1460						
103-03	<b>Sub-Total</b>							
	<b>PAGE TOTALS</b>			<b>614,241.00</b>		<b>614,241.00</b>	<b>614,241.00</b>	

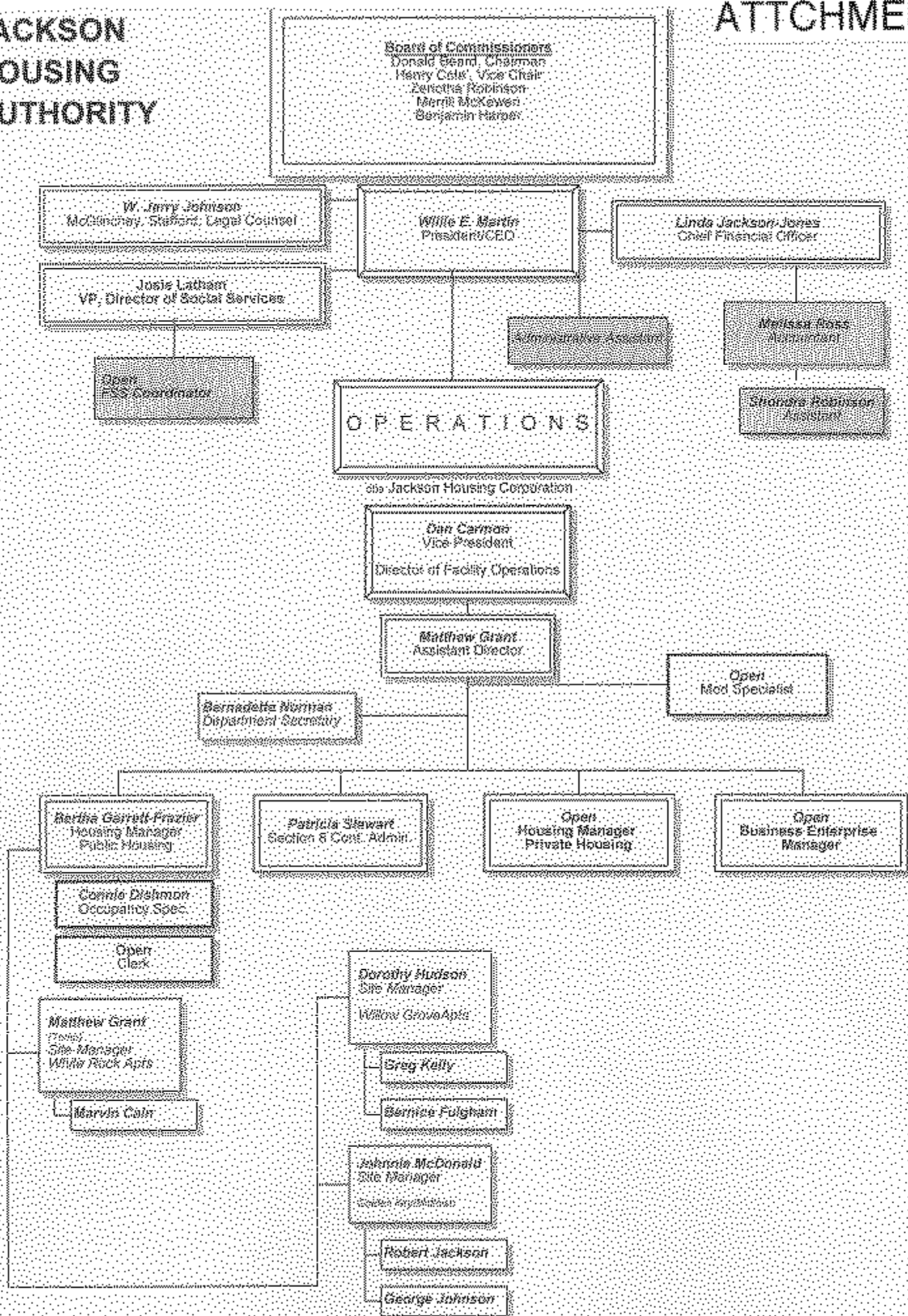
**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: <b>HOUSING AUTHORITY OF THE CITY OF JACKSON, MS</b>			Grant Type and Number Capital Fund Program No: <b>MS26P103-707</b> Replacement Housing Factor No:				Federal FY of Grant: <b>FY1999</b>
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Computer Upgrades							
Training	3/31/2001		12/31/2001	9/30/2002			
Item #3	3/31/2001		12/31/2001	9/30/2002			
PHA Wide Nonroutine							
MS26-01	3/31/2001		12/31/2001	9/30/2002			
MS26-02	3/31/2001		12/31/2001	9/30/2002			
MS26-03	3/31/2001		12/31/2001	9/30/2002			



# JACKSON HOUSING AUTHORITY

ATTACHMENT M







## Capital Fund Program Five-Year Action Plan (ms103n02)

### Part I: Summary

PHA Name Housing Authority of the City of Jackson, MS				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
103-06/White Rock		486,121	486,121	486,121	
103-02/Willow Grove		54,000	70,000	100,000	550,121
103-03/Golden Key		40,000	39,000	25,000	100,000
103-04/Midtown		3,000	3,000	3,000	6,000
PHA-Wide		310,000	295,000	279,000	237,000
CFP Funds Listed for 5-year planning		893,121	893,121	893,121	893,121
Replacement Housing Factor Funds		481,121	481,121	481,121	



## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year :_2____ FFY Grant: 2003 PHA FY: 2003			Activities for Year: __3_ FFY Grant: 2004 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	103-06/White Rock	Unit Rehabilitation – Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units that tenants continue to occupy	5,000	103-06/White Rock	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units that tenants continue to occupy	5,000
Annual		Re-Development – Plan to Demolish obsolete and failing units and construct replacement housing. Redevelopment includes land Acquisition, Design Services, Construction and Close-out	481,121		Re-Development - – Plan to Demolish obsolete and failing units and construct replacement housing. Redevelopment includes land Acquisition, Design Services, Construction and Close-out	481,121
Statement	<b>Subtotal</b>		<b>486,121</b>	<b>Subtotal</b>		<b>486,121</b>
	103-02/Willow Grove	Safety & Security Upg. – Continue to improve passive safety systems by increase site lighting, install motion detection lighting, increase camera surveillance system and monitoring systems	4,000	103-02/Willow Grove	Safety & Security Upg. – Continue to improve passive safety systems by increase site lighting, install motion detection lighting, increase camera surveillance system and monitoring systems	5,000

		Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	50,000		Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	65,000
	<b>Subtotal</b>		<b>54,000</b>	<b>Subtotal</b>		<b>70,000</b>
	103-03/Golden Key	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	40,000	103-03/Golden Key	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	39,000
	<b>Subtotal</b>		<b>40,000</b>	<b>Subtotal</b>		<b>39,000</b>
	103-04/Midtown	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	3,000	103-04/Midtown	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	3,000
	<b>Subtotal</b>		<b>3,000</b>	<b>Subtotal</b>		<b>3,000</b>
	PHA-Wide	Operations	70,000	PHA-Wide	Operations	75,000
		Office Systems Upgrade – meet the challenges put forth by QHWRA by providing access to information to citizens and residents to facilitate administrative procedures(forms, scheduling appointments, e-mail	30,000		Office Systems Upgrade – meet the challenges put forth by QHWRA by providing access to information to citizens and residents to facilitate administrative procedures(forms, scheduling appointments, e-mail	30,000

		Staff Training – Staff requires on-going training in administrative and clerical procedures, Equipment training, accounting and procurement procedures and maintenance staff requires training in new methods and materials such as damage resistant wall boards and information systems to look up pricing	15,000		Staff Training - Staff requires on-going training in administrative and clerical procedures, Equipment training, accounting and procurement procedures and maintenance staff requires training in new methods and materials such as damage resistant wall boards and information systems to look up pricing	15,000
		Administration	75,000		Administration	75,000
		A/E Fees	90,000		A/E Fees	70,000
		Contingency	30,000		Contingency	30,000
	<b>Subtotal</b>		<b>310,000</b>	<b>Subtotal</b>		<b>295,000</b>
	<b>Total CFP Estimated Cost</b>		\$893,121			\$893,121

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year : _4____ FFY Grant: 2005 PHA FY: 2005			Activities for Year: __5_ FFY Grant: 2006 PHA FY: 2006		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
103-06/White Rock	Re-Development - Plan to Demolish obsolete and failing units and construct replacement housing. Redevelopment includes land Acquisition, Design Services, Construction and Close-out	486,121	103-02/Willow Grove	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	550,121
<b>Subtotal</b>		<b>486,121</b>	<b>Subtotal</b>		<b>550,121</b>
103-02/Willow Grove	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	100,000	103-03/Golden Key	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	100,000
<b>Subtotal</b>		<b>100,000</b>	<b>Subtotal</b>		<b>100,000</b>
103-03/Golden Key	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	25,000	103-04/Midtown	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	6,000
<b>Subtotal</b>		<b>25,000</b>	<b>Subtotal</b>		<b>6,000</b>

103-04/Midtown	Unit Rehabilitation - Replace Flooring, Repair and Replace Gypsum Walls, Replace Interior Doors, Paint Units	3,000	PHA-Wide	Operations	58,000
<b>Subtotal</b>		<b>3,000</b>		Office Systems Upgrade -- meet the challenges put forth by QHWRA by providing access to information to citizens and residents to facilitate administrative procedures(forms, scheduling appointments, e-mail	10,000
				Training – Staff requires on-going training in administrative and clerical procedures, Equipment training, accounting and procurement procedures and maintenance staff requires training in new methods and materials such as damage resistant wall boards and information systems to look up pricing	10,000
PHA-Wide	Operations	70,000		Administration	75,000

	Office Systems Upgrade -- meet the challenges put forth by QHWRA by providing access to information to citizens and residents to facilitate administrative procedures(forms, scheduling appointments, e-mail	15,000		A/E Fees	59,000
	Staff Training – Staff requires on-going training in administrative and clerical procedures, Equipment training, accounting and procurement procedures and maintenance staff requires training in new methods and materials such as damage resistant wall boards and information systems to look up pricing	10,000		Contingency	25,000
	Administration	75,000	<b>Subtotal</b>		<b>237,000</b>
	A/E Fees	85,000			
	Contingency	24,000			
<b>Subtotal</b>		<b>279,000</b>			
<b>Total CFP Estimated Cost</b>		\$893,121			\$893,121

## **COMMUNITY SERVICE POLICY**

The next item of business to come before the Board was discussion of a recommendation to suspend the Authority's implementation and enforcement of its Community Service Policy for the upcoming fiscal year, in conformance with federal legislation. Following a brief discussion, Commissioner Harper moved, seconded by Commissioner Robinson, that the Authority suspend its Community Service Policy. The Chairperson called for a roll call vote, and the votes were as follows:

YEAS: Commissioner Benjamin Harper  
Commissioner Zenotha Robinson

NAYS: None

The motion having received the affirmative vote of a majority of the Commissioners present and voting, the Chairperson declared the motion carried and adopted.